

KINNARD MEDIATION CENTER
UNITED STATES COURT OF APPEALS
ELEVENTH JUDICIAL CIRCUIT

EXTENSIONS OF TIME TO FILE BRIEFS

Mediation does not automatically stay appellate proceedings, including the briefing schedule. The Kinnard Mediation Center may grant an extension of time to file a brief for up to 30 days from the date of the scheduled initial mediation and for additional periods after the initial mediation when warranted by ongoing negotiations if (1) all parties agree on extending the time, (2) the extension will facilitate settlement, (3) the deadline for submitting the brief has not passed, and (4) counsel has not previously filed a motion for an extension of time. To make this request, counsel should **email*** the KMC's brief extension coordinator at **KMC_Brief_Extensions@ca11.uscourts.gov**, copying all counsel and using the text below. Requests received after 3 p.m. Eastern Time will be processed the next business day.

[Subject of email] Brief Extension Requested: [appeal number(s) and caption]

[Text of email]

Circuit Mediator: [name]

Initial mediation: [date]

To facilitate settlement, I request an extension of time to file the [appellant's/appellee's] brief from the current due date of [date] to the new due date of [date]. This confirms that all parties have agreed on extending the time. I understand that if you grant the extension you will forward this email to the clerk, copying all counsel, and the clerk will update the docket to reflect the new due date.

If the KMC cannot grant an extension, counsel may request an extension from the clerk or file a motion with the court (11th Cir. R. 31-2). Such a motion must not contain reference to the KMC or circuit mediation, as required by the confidentiality rules governing the program (11th Cir. R. 33-1(c)).

If email is not available to counsel, counsel should fax the request to the brief extension coordinator at **404-335-6270, copying all counsel and using the same text.*